

**CITIZENS' INDEPENDENT TRANSPORTATION TRUST (CITT)**

COMPLIANCE AND OVERSIGHT COMMITTEE MEETING

150 W. FLAGLER STREET

28 Floor, Conference Room

June 24, 2003

9:00 a.m.

Summary of Minutes

**CITT MEMBERS:**

Henry Lee Givens, Chairperson

Marc Buoniconti

John Cosgrove

**OTHERS PRESENT:**

Danny Alvarez, Exec. Director OPTM

Nestor Toledo, Interim Secretariat CITT

Virginia Diaz, Special Assist. Director OPTM

Jack Furney, Assist. Dir. of Admin. OPTM

Patricia David, Project Coordinator

Betty Alexander, Division Director, Dept. of Business Development

RV Clark, Assist Director Dept of Business Development

Albert Porta Business Development Specialist Dept of Business Development

Marsha Jackman, Director Dept. of Business Development

Marlene Amaro, Accountant, OPTM

Sheila Martinez, Div. Director

Francisco Fernandez, DBE

Martha L. Cox Acting COCR/LR MDT

Bruce Libhaber, Assist County Attorney

## **ROLL CALL**

With a quorum being present, Mr. Givens Chairman, called the meeting to order, at 9:20 a.m.

## **WELCOME AND INTRODUCTION**

Mr. Givens welcomed everyone and thanked everyone for attending.

## **COMMITTEE OVERVIEW**

Mr. Givens distributed a copy of his statement describing his concerns with local business participations in capital projects. The Trust needs to make sure that local businesses and residents have the opportunity to participate in the growth and development of this community especially in transportation. He felt the Trust is an excellent avenue to ensure that local labor and funds stay within the community.

## **PRESENTATIONS**

Marsha Jackman, Director of Business Development

Marsha Jackman, Director of Business Development presented an overview of her department's functions. The DBD works to increase the participation of small businesses, and Black, Women and Hispanic owned businesses on County Contracts. The department coordinates and implements various administrative and minority business programs to provide business opportunities and technical assistance to aid these firms in their growth and contribution to South Florida's economy. The Department of Business Development:

- Certify firms as small or disadvantaged-owned businesses on both federal and state levels.
- Reviews proposed County purchases and contracts to determine if small or minority business participation measures are to be applied
- Reviews affirmative action plans and monitors contracts, which include small or minority business participation measures to help ensure compliance with program regulations and guidelines.

Ms. Jackman discussed Community Workforce programs, which require contractor and subcontractors contracting with Miami-Dade County to hire a minimum of 10% of their labor force from the Designated Target areas in which a capital Construction Project is located. DBD also administers the federally funded Disadvantaged Business Enterprise (DBE) Program.

Mr. Alvarez stated there are several projects that will have federal matched monies. This will be where the CITT Compliance and Oversight committee will participate in the process.

Ms. Jackman stated that Federal guidelines are very restrictive and that her department is responsible for determining non-compliance.

Ms. Jackman added that there is a need to educate the community as to where federal and state dollars begin and end. As it stands now, the citizens do not have a clear understanding.

Mr. Fernandez (Office of Civil Rights MDT)– The Florida Transportation Authority (FTA) have specific set guidelines. One cannot single out any particular group. Socially and economically disadvantaged.

Mr. Alvarez stated that some projects funded by the Trust would yield to our local ordinances, engaging our local resources.

Both Mr. Fernandez and Ms. Jackman encouraged these types of projects and stated the communities need to be informed.

Mr. Fernandez stated that in the coming months statewide certification would be enforced, leading to a unified certification, which would allow citizens from other states to come in and take our local jobs. That is why it is so important to have local funding and local programs to support our community. After all we are the ones being taxed and we should benefit from it.

Mr. Givens asked if certain projects have been identified that can be funded by local funds.

Ms. Jackman stated that an updated certified list of all our vendors is available. All projects are subject to the bidding process.

Mr. Cosgrove stated that the County Attorney's office has created an ordinance that will reap benefits to those local businesses and or disadvantaged businesses within the federal code.

Mr. Alvarez stated that other departments have projects. For example, Public Works has about 400 million dollars worth of projects.

Ms. Martinez briefly described some of the conditions of the award (Bid) process.

Mr. Fernandez described in more detail federal and state regulations.

#### **NEW BUSINESS**

Danny Alvarez suggested that Ms. Jackman prepare a 5-10 minute presentation for the July 29, 2003 at the CITT regarding what was discussed in this meeting.

#### **CITIZENS' COMMENTS**

None

#### **ADJOURNMENT**

There being no further business, the meeting adjourned at 10:30 am